



# WILD WEST WINTERFEST

Experience the West

FEBRUARY 12 - 14, 2010

Gallatin County Fairgrounds Events Park

901 North Black Avenue, Bozeman, MT 59715

Phone: (406) 582-3270 Fax: (406) 582-3273

www.wildwestwinterfest.org email: fairgrounds@gallatin.mt.gov



## COMMERCIAL EXHIBITOR LEASE APPLICATION

APPLICANT: (Please Print) Alternatively referred to as "Exhibitor" or "Lessee".

Name/Organization

Agent's Name

Title

Phone

Address

City

State

Zip

Email

1. **TYPE OF EXHIBIT:** (Please check all that apply) ☐ Demonstration ☐ Information ☐ Sales

2. **THE PREMISES ARE TO BE USED FOR** the purpose of exhibiting and/or selling the following items: (Please be specific and inclusive – Attach a separate sheet if needed – Please see WWW Rules #6 under Commercial Exhibitor)

3. **LEASE TERM:** Exhibitor shall pay rent from 4:00pm on Friday - February 12, 2010 through Sunday - February 14, 2010 at 4:00pm. Lessee must vacate the area no later than 10:00pm Sunday, February 14<sup>th</sup> unless prior arrangements with event management have been made. All expenses for electrical connection, drayage, handling, erection and dismantling of exhibits, and other services not specifically mentioned in the package are to be paid for separately by the Exhibitor. **The Fair Board reserves the right, at its sole discretion, to limit the number of Exhibitors.**

**BOOTH SETUP TIMES** are Noon – 9:00pm on Thursday - February 11<sup>th</sup> and 8:00am – 3:00pm on Friday - February 12<sup>th</sup> at which time the gates will be locked. Driving on the Fairgrounds will not be allowed after that. There are NO EXCEPTIONS to setup times. Please check in at the Fairgrounds Office prior to setting up and pickup Vendor packets.

<b>EXHIBITOR HOURS:</b>	Friday - February 12	4:00pm to 8:00pm
	Saturday - February 13	11:00am to 8:00pm
	Sunday - February 14	11:00am to 4:00pm

4. **RENT:** Upon execution of this application, the Exhibitor must submit the total fees to reserve an exhibit space. Full refunds will be made for any cancellations made at least one (1) month before event. If cancelled less than one (1) month before event, Exhibitor's booth(s) may be re-let at the discretion of the Fair Board, and any deposits shall not be refunded. Exhibitor is responsible for all services and furnishings ordered above and beyond normal rental package provided by the Wild West WinterFest. If application is not approved, any payment will be returned to Exhibitor. We accept VISA and MASTERCARD. A 3% convenience fee will be added to your total due if credit card is used.

### BASIC RENTAL PACKAGES

#### A. INDOOR EXHIBITOR RECEIVES:

- One ... 8' x 30" Display Table
- Two ... Folding Chairs
- Two ... 3-Day Passes
- One ... 3-Day Parking Pass
- Drapes will NOT be provided

#### B. OUTDOOR EXHIBITOR RECEIVES:

- Outdoor spaces will be rented by the square foot
- Two ...3-Day Passes
- One ...3-Day Parking Pass

5. **ADDITIONAL ADMISSION/PARKING PASSES:** All Exhibitors/Vendors are required to have an admission ticket for entrance into WinterFest. Additional Admission Passes and Parking Passes may be purchased at the Fairgrounds Office.

## BOOTH(S) RESERVATION AND SERVICE REQUEST

**NOTE: Booth space is limited and will be assigned on a first-come, first-served basis.**

### 6. EXHIBIT SPACE:

#### INSIDE EXHIBIT SPACE:

10' x 10' (includes 110 power) @ \$ 125.00 ea. X \_\_\_\_\_ = \$ \_\_\_\_\_  
(# of spaces)

240 Volt Electrical Connection @ \$ 15.00 = \$ \_\_\_\_\_

☐ YES ☐ NO I would like 1 Free 8' Table & 2 Chairs

☐ Additional Tables @ \$5.00 ea X \_\_\_\_\_ = \$ \_\_\_\_\_  
(# of add'l tables)

#### OUTSIDE EXHIBIT SPACE:

Width \_\_\_\_\_ x Length \_\_\_\_\_ = Total Sq. Ft. \_\_\_\_\_ x \$ .15 per Sq. Ft. = \$ \_\_\_\_\_

Minimum of 10' x 10' (100 Sq. Ft)

Electrical Connection 110 Volt @ \$10.00 = \$ \_\_\_\_\_

Electrical Connection 240 Volt @ \$15.00 = \$ \_\_\_\_\_

### 7. ADDITIONAL SERVICES: (Not part of Lease)

Additional 3-Day Admission Passes \_\_\_\_\_ x \$ 7 .00 = \$ \_\_\_\_\_  
(two passes included per exhibitor) (# of tickets)

RV Parking (with Power) \_\_\_\_\_ x \$19.00 = \$ \_\_\_\_\_  
(# of nights)

**TOTAL AMOUNT DUE** = \$ \_\_\_\_\_

### 8. SPECIAL REQUESTS: (Note: Electrical services are limited - please indicate your specific needs)

ELECTRICAL REQUIREMENTS: ☐ 110 ☐ 220 ☐ AMPS # of Outlets \_\_\_\_\_

OTHER REQUESTS: (Taken into consideration, but not guaranteed) \_\_\_\_\_

Lessee shall be responsible for any damages to County property and shall assume all responsibility for damages or injuries to persons and/or property at the event. Lessee also agrees to protect and defend the County and its elected and appointed officials, agents and employees and to hold them harmless from and against any and all claims, demands and causes of action of any nature whatsoever in anything arising from the acts of omissions of Lessee and or its agents, employees or representatives under this Agreement. By entering this lease, Lessee acknowledges its responsibility to insure all of its own personal property, which will be located on the premises.

Signature below acknowledges receipt of the "General Lease Provisions", and "Signature Event Rules" as making the entire integrated agreement between Lessor and Lessee if accepted by the Fair Board.

**Please SIGN THIS APPLICATION and MAIL BACK TO US with PAYMENT IN FULL. Make CHECKS PAYABLE to "Gallatin County Fairgrounds". We accept VISA and MASTERCARD (a 3% convenience fee will be added to your total bill). Please contact our office if you wish to charge your exhibit space at 1-406-582-3270. IF YOU ARE ACCEPTED INTO WINTERFEST, A SIGNED COPY OF THIS APPLICATION WILL BE RETURNED TO YOU.**

Signature of Applicant ("Lessee" if accepted by Fair Board) Title Date

Accepted by Gallatin County Fair Board ("Lessor") Title Date

#### FOR OFFICE USE ONLY

Payment: \$ \_\_\_\_\_ Check Number: \_\_\_\_\_ Cash: \_\_\_\_\_ Date: \_\_\_\_\_

Balance: \$ \_\_\_\_\_ Check Number: \_\_\_\_\_ Cash: \_\_\_\_\_ Date: \_\_\_\_\_

Charge: ☐ VISA or ☐ MASTERCARD ☐ Signed Copy Mailed to Applicant: \_\_\_\_\_